



AGENDA TITLE: Monthly Protocol Account Report

MEETING DATE: December 16,2009

PREPARED BY: City Clerk

RECOMMENDED ACTION: None required, information only.

BACKGROUND INFORMATION: The City Council, at its meeting of July 19, 2000, adopted

Resolution No. 2000-126 approving a policy relating to the City's "Protocol Account." As a part of this policy, it was directed that a monthly itemized report of the "Protocol Account" be provided to

the City Council.

Attached please find the cumulative report through November 30, 2009.

FISCAL IMPACT: N/A

FUNDING AVAILABLE: See attached.

Randi Johl City Clerk

RJ/JMR

Attachment

APPROVED:

Blair King, City Manager

PROTOCOL ACCOUNT SUMMARY FISCAL YEAR 2009-10

Cumulative Report through November 30, 2009

Date	Vendor	Description	Amount	Balance
		·		Starting Bal. \$7,500.00
7/20/09	Village Flowers	Flowers for Bo Katzakian	173.95	. ,
7/23/09	Paper Direct	Invitations for Boards and Commissions Reception	53.59	
8/25/09	Target	Supplies for Boards and Commissions Reception	69.35	
8/25/09	Safeway	Fruit tray and supplies for B/C Reception	62.42	
9/08/09	Jan's Sweet Treasures	Desserts for B/C Reception	300.00	
9/22/09	Target	Supplies for Teen Lead/Mock City Council meeting	20.20	
11/23/09	Mark Ease Productions	Plaques for: outgoing Mayor and Community Service Awards	129.35	
			Total	
			Expenditures: (\$ 808.86)	Ending Bal. \$6,691.14

Prepared by: JMR